

**ROCK COUNTY
LAND INFORMATION COUNCIL
~~MONDAY MAY 5, 2014 - 9:00 A.M.~~
CONFERENCE ROOM – N2
ROCK COUNTY COURTHOUSE – 5TH FLOOR**

Minutes

1) Call to order.

The meeting was called to order at 9:00 am on Monday, October 28, 2013. Chair Schultz presided. In attendance were: Jennifer Borlick, Vicki Brown, Debra DeWitt, Jason Houle, Sandra Kraft, Randy Leyes and Kris Pehl. Mickey Crittenden was absent.

2) Approval of Agenda.

Supervisor Kraft moved to adopt the agenda. Mr. Leyes seconded. ADOPTED as presented.

3) Approval of Minutes of October 28, 2013

Ms. Brown moved to adopt the minutes. Ms. Pehl seconded. ADOPTED as presented.

4) Communications and Announcements

Mr. Leyes announced that the 2014 Plat Books are available for sale at the Register of Deeds Office. The books are once again \$25 + tax. They will be available to County offices for \$12.50. The Register of Deeds is holding a drawing on June 13 for a wall size Plat Map. Mr. Leyes stated that in the future they would like to receive 3 maps from the vendor. Ms. Schultz stated that there was a delay in getting the data to the vendor due to the new tax parcel database and also because the vendor used outdated data for some layers when they sent the proof.

5) **Information Item:** Update on Wisconsin Land Information Program

i) Statewide Parcel Map Update

Ms. Schultz distributed an email from the Wisconsin Department of Administration describing the Version 1 step of the Statewide Parcel Map. The DOA has partnered with the State Cartographer's Office. It will be built on information gathered using the Enhanced Broadband Initiative. Each county will be critiqued and graded to determine how to help the counties improve their data. She spoke with the President of the Land Information Officers Network and is more of a fact-finding project. The primary focus is to help counties meet their statutory obligations. We are keeping in the loop and will have a say on to what this will entail through our professional organizations. Mr. Houle stated that this was discussed at the Wisconsin Society of Land Surveyors meeting last week. Rock County should be fairly well off as only Avon, Spring Valley and Magnolia are currently not monumented in the correct datum.

ii) Training Grant

Chair Schultz stated that Rock County applied for and received the Wisconsin Land Information Program \$1000 training grant. This grant will be used for training for Rock County Land Information Office partners.

6) **Information Item:** Ongoing Land Records Projects Update

i) Redaction & Back Scanning - Register of Deeds

Mr. Leyes gave a brief history of the Redaction and Back Scanning Project. The \$5 redaction Fee will no longer be available after the close of this year. Mr. Leyes had anticipated collected \$650,000 in fees. He revised the estimate \$600,000. This was for redaction on documents years 1935-1984. This added approximately 780,000 images/400,000 documents to the land records database. The tracts and abstracts have also been scanned. Documents dated 1834-1935 were scanned using Land Records funds in the amount of \$75,000. Another 152,000 documents/190,000 images to the land records database. The project is almost complete. 1984- present has already been redacted and is redacted on a daily basis. There is still cleaning up of the data that needs to be completed. Supervisor Kraft suggested updating the Finance Committee on the progress of the project.

ii) Tie Sheet & Scanning – Surveyor

Mr. Houle stated that the tie sheets are online he has been working on ease of access with IT (Sandy Teal) to streamline the retrieval of data for the end user. He has also been working with the SCO to have Rock County data be available on the Wisconsin PLSS Finder which is a clearinghouse for statewide corners. The beta version as Beloit Township data available on the PLSS Finder.

7) **Information Item:** 2014 Land Records Projects

i) Large format scanner

Chair Schultz stated that the scanner has been purchased to serve as back-up/replacement for the Register of Deeds scanner. It will also fulfill other Land Records large format scanning needs. It appears to be working well. Support will come through the Chicagoland area.

ii) GPS Unit for Land Conservation.

Chair Schultz stated that the GPS is similar to the equipment purchased for the Surveyor's office. It has been purchased and is working well.

8) **Information Item:** County Surveyor – Records Modernization

Mr. Houle distributed a spreadsheet describing the status of the scanning project. There are currently 8644 documents in unplatted and 62% of the project has been completed. These do not include CSMs, Plats, and TPPs (?) which are recorded in the Register of Deeds office. The Surveyor is only scanning those documents for which their office is statutorily obligated to do. This will be followed by documents in unplatted lands. He is anticipating all documents will be scanned by October or November. There are approximately 27,000 survey records (excluding ROW maps) in the office. 70% of those are available online. Last year at this time none of these documents were available online. The next phase would be to determine how to get these records integrated into the GIS website. This modernization project has helped with foot traffic

and inter-county access to records when the Surveyor is not in the office to retrieve the documents.

~~Supervisor Kraft asked about Mr. Houle about providing a subscription-based service.~~ Mr. Houle said that after discussions with Corporate Counsel and reading through public records law that it would be better to not implement the service. Mr. Houle believes that the cost savings for having the data online has justified having the data online due to time savings in the office.

9) Information Item: 2015 Budget Items

i) 2015 Orthoimagery Flight

Chair Schultz gave a brief history of the RFP that was put out for this project in 2013. She stated that we will re-work the RFP and put it out to get "final" numbers to put in the budget and that announcements will be made as to which vendor was selected after budget approval in November. The proposal will be for 6" imagery countywide. We may consider having pricing over a 2 year period.

ii) Historical Scanning - Planning

Ms. Borlick stated that much like the Surveyor's office and the Register of Deeds office there are many documents that need to be archived. The Planning Department is looking to scan hard copy imagery back to the 1980's in 2015 using the Large Format Scanner. It is unknown if those will be non-geographically referenced or if they will be rubbersheeted to approximate locations. There are also maps that will not fit through the scanner or fragile and should not be put through a roller that will need to be sent out to scan. That project may be in 2016. This project could possibly be combined with scanning some additional documents in the Surveyor's office.

10) Future Agenda Items.

- Election of Chair and Vice-Chair

11) Next Meeting Date.

Next Meeting Date will be Monday, October 27 at 9:00 am

12) Adjournment

The meeting was adjourned at 9:47 am. Ms. Pehl moved to adjourn. Mr. Leyes seconded.

Minutes by Jennifer Borlick

Minutes are not official until approved by the Land Information Council